



Champions for
Social Care
Improvement

inspection report

Children's Services

Ashby Grammar School

School House

Leicester Road

Ashby de la Zouch

Leicestershire

LE65 1DH

15th March 2004

Commission for Social Care Inspection

Launched in April 2004, the Commission for Social Care Inspection (CSCI) is the single inspectorate for social care in England.

The Commission combines the work formerly done by the Social Services Inspectorate (SSI), the SSI/Audit Commission Joint Review Team and the National Care Standards Commission.

The role of CSCI is to:

- Promote improvement in social care
- Inspect all social care - for adults and children - in the public, private and voluntary sectors
- Publish annual reports to Parliament on the performance of social care and on the state of the social care market
- Inspect and assess 'Value for Money' of council social services
- Hold performance statistics on social care
- Publish the 'star ratings' for council social services
- Register and inspect services against national standards
- Host the Children's Rights Director role.

Inspection Methods & Findings

SECTION B of this report summarises key findings and evidence from this inspection. The following 4-point scale is used to indicate the extent to which standards have been met or not met by placing the assessed level alongside the phrase "Standard met?"

The 4-point scale ranges from:

- 4 - Standard Exceeded (Commendable)
- 3 - Standard Met (No Shortfalls)
- 2 - Standard Almost Met (Minor Shortfalls)
- 1 - Standard Not Met (Major Shortfalls)

'O' or blank in the 'Standard met?' box denotes standard not assessed on this occasion.

'9' in the 'Standard met?' box denotes standard not applicable.

'X' is used where a percentage value or numerical value is not applicable.

TYPE OF ADDITIONAL INSPECTION VISIT
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Statutory Unannounced Inspection	
Follow up of Previous Inspection	
Follow up of Enforcement Action	
Complaints Investigation	
Monitoring Visit	YES
Advisory Visit	
Other	
Specify:	

TYPE OF SERVICE INSPECTED

Children's Home	
Boarding School (not registered as a children's home)	YES
Residential Special School (not registered as a children's home)	
Further Education College	
Residential Family Centre	
Independent Fostering Agency	
Local Authority Fostering Service	
Voluntary Adoption Agency	
Local Authority Adoption Service	
ID Code	
Lead Inspector	1 Carole Burgess 093706
Name of Further Inspector (if applicable)	2 NA
Name of Further Inspector (if applicable)	3 NA
Name of Further Inspector (if applicable)	4 NA
Name of Lay Assessors (if applicable) Lay assessors are members of the public independent of the NCSC. They accompany inspectors on some inspections and bring a different perspective to the inspection process.	NA
Name of Specialist (e.g. Interpreter/Signer) (if applicable)	NA
Name of Establishment Representative at the time of inspection	Mr J Williams Housemaster

Number of Inspector Days spent on site:	1
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SPECIFIC OBJECTIVE(S) OF THE VISIT

School House, Ashby Grammar School has not yet had a full inspection by the National Care Standards Commission (NCSC), which is due during 2004/2005. This was an Additional Inspection Visit to review the specific areas highlighted in this inspection report in accordance with the National Minimum Standards for Boarding Schools Inspection and section 87, Children Act 1989. This was the first Additional Inspection Visit and therefore provided an opportunity for the Inspector and Housemaster to get to know each other and provide a forum for the exchange of information.

INSPECTION METHODS USED AT THE VISIT

Inspection of relevant part(s) of premises	YES
Interview with senior staff member in charge	YES
Interview with other staff	YES
Discussion with children	YES
Individual interview with a child	NO
Visit foster/adoptive home	NA
Visit lodgings	NA
Interview foster/adoptive parent	NA
Inspection of relevant records	YES
Inspection of relevant policy/practice documents	YES
Children's survey	NA
Parent survey	NA
Placing authority survey	NA
Foster / adoptive parent survey	NA
Staff survey	NA
Date of Inspection	15/03/04
Time of Inspection	12MD
Duration Of Inspection	8

FINDINGS ON KEY ISSUES TO BE ADDRESSED AT ALL UNANNOUNCED, MONITORING AND FOLLOW UP VISITS

The following scale is used to indicate the extent to which standards have been met or not met by placing the assessed level alongside the phrase "Standard met?"

The scale ranges from:

4 - Standard Exceeded	(Commendable)
3 - Standard Met	(No Shortfalls)
2 - Standard Almost Met	(Minor Shortfalls)
1 - Standard Not Met	(Major Shortfalls)

"0" in the "Standard met?" box denotes standard not assessed on this occasion.

"9" in the "Standard met?" box denotes standard not applicable.

"X" is used where a percentage value or numerical value is not applicable.

(I). Inspector's assessment of the extent to which the requirements for consultation with children are being met.		
Key findings/Evidence	Standard met?	3
<p>School House has a Boarders' Council, which meets every two weeks. The meetings have an agenda. A boarder chairs the meetings and the Housemaster takes the minutes. Minutes with responses and outcomes are posted on the notice board near the boarders' dining room. Boarders said that they felt that they could affect change through the Boarders' Council and through less formal routes by talking to the boarding staff. The meetings tend to tail off during the course of the term, as there are fewer things to discuss. A pot of money is available for boarders to spend on their boarding provision with the guidance of the House parents. Boarders said they had recently had DVD players and brackets for the televisions in their dormitories. The Housemaster said that there is a general 'open door' door policy by which boarders are encouraged to discuss their problems and concerns. The boarders said that they were able to approach any of the boarding staff and that there was a friendly, open and supportive atmosphere in School House.</p>		

(II). Inspector's assessment of the extent to which the requirements for complaints procedures for children are being met.		
Key findings/Evidence	Standard met?	3
<p>School House have a Complaints Policy and Procedure. Information for parents and boarders is contained in the parents' information pack. However, the pack does not include the contact details for the National Care Standards Commission. Generally concerns/complaints are dealt with informally but recorded in a Day Diary as necessary. However, a formal process is described and written records kept as required.</p> <p>The Responsible Individual is recommended, in accordance with Standard 5, to include the contact details for the National Care Standards Commission (Commission for Social Care Inspection (CSCI) after April 2004) in its complaints procedure.</p>		

(III). Inspector's assessment of the extent of staff knowledge of the required response to allegations or suspicions of abuse of children (child protection and staff/carers reporting procedures).		
Key findings/Evidence	Standard met?	3
<p>The Leicestershire County Council provide updated guidance in Child Protection and Physical Intervention/Restraint of Pupils. The nominated person for Child Protection has a copy of <i>'Working Together to Safeguard Children (Department of Health, Home Office, DfES 1999)</i>. (It may be useful to keep a copy of this document in the Boarding House). Boarders have access to an Independent Listener and relevant telephone numbers such as <i>Childline</i>. The Independent Listener is also the Deputy Head (Pastoral) for the school. Neither the Independent Listener nor the boarders felt that there was a conflict of interests in her role. The boarders said that they felt happy to speak to the Independent Listener with any concerns or problems and had done so in the past.</p> <p>Staff and boarders stated to the Inspector that there is a comfortable relationship between the ancillary boarding staff, such as the domestic staff, and the boarders who, on occasions, may confide their concerns or problems to them. However, it was noted that the ancillary staff do not receive Child Protection training. The Housemaster and the nominated person for Child Protection acknowledged that this is an area which requires further consideration. Internet access has protection against unsuitable material. Boarders do not have internet access in their rooms.</p> <p>The Responsible Individual is recommended in accordance with Standard 3.5 to ensure that all staff, at all levels, (including newly appointed and ancillary staff) have been given briefing or training on responding to suspicions or allegations of abuse and know what actions to take in response to such suspicions or allegations.</p>		

(IV). Inspector's assessment of the adequacy of staffing at the time of the visit.		
Key findings/Evidence	Standard met?	3
<p>School House have 45 boarders, 8 of whom live in the sixth form annex, which is attached to the boarding house and helps to foster independence in the boarders who will soon be living to go to university or to lead an independent life.</p> <p>School House have permanent boarding staff. There are four house parents plus a Matron. There are always at least two members of the boarding staff on duty at any one time. There are both male and female staff. In addition, there are cooks, domestic and laundry staff. Boarders are aware of which boarding personnel are available and did not identify any 'thin' times. Either boarding or teaching staff cover emergencies or shortfalls if required. There is a staff flat for 'sleep in' staff, which has separate bathing and toilet facilities. The Housemaster and/or other members of the boarding staff are contactable by telephone or mobile phone at all times. Most boarders have their own mobile phone. Leicester County Council complete all Criminal Records Bureau Checks (CRB) and maintain the necessary records. The Housemaster has a checklist for new staff to ensure that CRB'S and references are completed and verified.</p> <p>School House do not employ Gap students or agency staff.</p>		

(V). Inspector's assessment of the extent to which any children and staff/carers seen are aware of individual children's plans (where applicable).		
Key findings/Evidence	Standard met?	3
<p>Parents complete a comprehensive medical pro-former retained by the Matron. This includes all necessary welfare and medical information and includes permission for the boarding staff to act in loco parentis in an emergency and enables them to give mild analgesia and 'household remedies' such as cough mixtures. Matron keeps a 'sick book', available to the boarding staff, which is transferred into typed notes and reviewed to identify trends. Individual files relating to pastoral care are kept in locked files with confidential information relating to hospital and doctors visit kept in a sealed envelope. Parents provide dental care during the holidays although School House has emergency cover if required. Opticians in Ashby provide optical care. Boarders also have additional healthcare information provided in a folder available in the boarding house. Boarders said that they would talk to matron if they felt ill or had any health related concerns.</p> <p>Matron keeps and maintains the welfare records of boarders' illnesses and medication. Medication dispensed by designated persons is recorded. Boarders are registered with a local medical practice as agreed by parents.</p> <p>A list of relevant health and welfare information is provided for teaching/ancillary staff.</p>		

FINDINGS ON SPECIFIC OBJECTIVES OF THIS VISIT

This was a useful and constructive first Additional Inspection Visit. Staff were positive, open, friendly and helpful. The Inspector was provided with a range of information relating to the schools policies, procedures and boarding practices. Discussions with the Housemaster and boarding staff were amenable and informative. The Inspector was invited to eat with the staff and boarders. The food was of a high standard with choices. The boarders said that the food was always good and plentiful.

The policies, procedures and practices relating to consultation with children, complaints, child protection, staffing and welfare care plans were satisfactory but it was noted that ancillary staff, such as the domestic staff, do not receive child protection training although all academic and other boarding staff do. This was discussed with Housemaster and the nominated person for Child Protection who acknowledged that this is an area, which requires further consideration.

School House and the sixth form annex were visited and were homely, clean and of a good standard with good quality fixtures and fittings and well maintained. The sixth form annex had kitchen facilities where the boarders could prepare drinks and snacks. The toilets, showers and washing facilities were satisfactory. The younger boarders were in dormitories but the sixth form boarders had single study bedrooms in the annex. Most of the sixth formers' rooms were quite small but contained a bunk bed (the top portion appeared to be used as storage) a wardrobe and study area. All boarders had adequate personal space, storage and privacy. Boarders also had the use of very comfortable and well-furnished common rooms.

The school's last welfare inspection visit was by Leicester County Council Social Services Inspection Unit. All recommendations following this visit had been addressed.

The Housemaster was advised that the school was to have a full Announced Welfare Inspection by the NCSC during the inspection year 2004/2005. This would be arranged at a later date and take place at a mutually acceptable time.

FOLLOW UP OF PREVIOUS REQUIRED ACTIONS FOR UNANNOUNCED, MONITORING AND FOLLOW UP VISITS

Requirements from last Inspection visit fully actioned?

NA

If No, the findings of this inspection on any Required Actions not implemented are listed below:

REQUIRED ACTIONS

Identified below are areas not yet addressed from the last inspection report which indicate a non-compliance with applicable Regulations or Standards under the Care Standards Act 2000.

No.	Regulation if applicable	Standard	Required actions	
			NONE	

Action is being taken by the National Care Standards Commission to monitor compliance with the above requirements.

Compliance with Conditions of Registration (if applicable)

for Unannounced, Monitoring and Follow up Visits

(Establishments Registered as Children's Homes or Residential Family Centres, Independent Fostering Agencies or Voluntary Adoption Agencies only)

Providers and managers of registered services must comply with statutory conditions of their registration. The conditions applying to this registration are listed below, with the inspector's assessment of compliance from the evidence at the time of this Additional Inspection Visit.

Condition	Compliance	
NONE		
Comments		

Condition	Compliance	
Comments		

Condition	Compliance	
Comments		

Lead Inspector Carole Burgess

Signature _____

Locality Manager Sue Shaw

Signature _____

Date _____

FURTHER ISSUES RAISED OR DISCUSSED AT THIS VISIT

The following further issues, not already identified in this report, were raised with the inspector, identified by the inspector, or discussed at this visit, with the conclusions identified below.

Issues raised by children:

There were no specific issues raised by the boarders. The Inspector spent time in the sixth form annex and with the younger boarders. The boarders spoken to said that they enjoyed boarding at Ashby Grammar School. They said that the boarding provided was friendly and homely and that the boarding staff were supportive. The boarders said that all of the boys got on well together and that they had not seen or heard of any incidents of bullying. One boarder said that he had been to a number of boarding schools but this was the best both in terms of food, staffing and general care and described the staff as 'amazing'.

Issues raised by staff or carers:

There were no specific issues raised by staff. However, the costs and relevance of training in general and Child Protection training in particular was discussed. The nominated person for Child Protection undertakes Child protection training at the NSPCC in Leicester. This can then be cascaded to other staff via training/briefing sessions, thereby maximising school/boarding resources and is a satisfactory method of sharing information.

Issues raised by inspector:

Child Protection: It was confirmed to the Inspector that there is a comfortable relationship between the ancillary boarding staff e.g. domestic staff and the boarders who on occasions may confide their concerns or problems to them. However, it was noted that the ancillary staff do not receive Child Protection training. The Housemaster and the nominated person for Child Protection acknowledged that this is an area, which requires further consideration.

REQUIRED ACTIONS FOLLOWING THIS INSPECTION

REQUIRED ACTIONS

Identified below are the actions required following this Additional Inspection Visit, either outstanding from the previous inspection or identified subsequently or at this visit. Action is required on these areas within the given timescales in order to meet the statutory requirements under the Care Standards Act 2000, Children Act 1989, or applicable Regulations and National Minimum Standards.

No.	Regulation if applicable	Standard *	Requirement	
			NONE	

GOOD PRACTICE RECOMMENDATIONS FROM THIS INSPECTION

Identified below are any additional areas arising from this visit which relate to the National Minimum Standards and are seen as good practice issues to be considered for implementation.

No.	Refer to Standard *	Recommendation Action
1	5	The Responsible Individual is recommended, in accordance with Standard 5, to include the contact details for the National Care Standards Commission (Commission for Social Care Inspection (CSCI) after April 2004) in its complaints procedure.
2	3	The Responsible Individual is recommended in accordance with Standard 3.5 to ensure that all staff, at all levels, (including newly appointed and ancillary staff) have been given a briefing or training on responding to suspicions or allegations of abuse and know what actions to take in response to such suspicions or allegations.

Note: Standard code is in respect of the relevant service; e.g.
BS = Boarding School, CH = Children's Home, etc

INSPECTOR'S DECLARATION

(where applicable)

Not Applicable

Lead Inspector Not Applicable **Signature** _____

Date _____

Public reports

It should be noted that all NCSC inspection reports are public documents.

PROVIDER'S RESPONSE

Registered Person's comments/confirmation relating to the content and accuracy of the report for the above inspection.

We would welcome comments on the content of this report relating to the Inspection conducted on 15th March 2004 and any factual inaccuracies:

Please limit your comments to one side of A4 if possible

Action taken by the NCSC in response to provider comments:

Amendments to the report were necessary

☐ NO

Comments were received from the provider

☐ YES

Provider comments/factual amendments were incorporated into the final inspection report

☐ NO

Provider comments are available on file at the Area Office but have not been incorporated into the final inspection report. The inspector believes the report to be factually accurate

☐ NO**Note:**

In instances where there is a major difference of view between the Inspector and the Registered Provider both views will be made available on request to the Area Office.

Please provide the Commission with a written Action Plan by 15th April 2004, which indicates how required or recommended actions and good practice recommendations are to be addressed and stating a clear timescale for completion. This will be kept on file and made available on request.

Status of the Provider's Action Plan at time of publication of the final inspection report:

Action plan was required

☐ NO

Action plan was received at the point of publication

☐

Action plan covers all the statutory requirements in a timely fashion

☐

Action plan did not cover all the statutory requirements and required further discussion

☐

Provider has declined to provide an action plan

☐

Other: <enter details here>

☐**Public reports**

It should be noted that all NCSC inspection reports are public documents. Reports on children's homes are only obtainable on personal application to NCSC offices.

PROVIDER'S AGREEMENT

Registered Person's statement of agreement/comments: Please complete the relevant section that applies.

I Mrs V Keller-Garnett of School House, Ashby Grammar School confirm that the contents of this report are a fair and accurate representation of the facts relating to the inspection conducted on the above date(s) and that I agree with the required/recommended actions made and will seek to comply with these.

Print Name _____

Signature

Designation

Date _____

Or

I Mrs V Keller-Garnett of School House, Ashby Grammar School am unable to confirm that the contents of this report are a fair and accurate representation of the facts relating to the inspection conducted on the above date(s) for the following reasons:

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Print Name _____

Signature

Designation

Date _____

Note: In instance where there is a profound difference of view between the Inspector and the Registered Provider both views will be reported. Please attach any extra pages, as applicable.